

Southwynd Strata Corporation

RULES - March 2006

I. Motor Vehicles & Parking

1. Vehicles travelling on driveways and interior roadways shall not exceed the posted speed limited or such speed limit as Council may prescribe time to time.
2. Vehicles shall be washed only in the designated areas in the garage and in such a manner as not to cause a hazard or annoyance to other owners.
3. An owner, occupant or tenant shall not interfere in any with the receiving unit on the electric garage door opener.
4. An owner, occupant or tenant shall advise the Resident Manager immediately should a garage gate fail to open or close when activated.
5. An owner, occupant or tenant shall wait until a garage door is completely closed before driving away.
6. An owner, occupant or tenant shall not attempt to enter or exit while the garage door is in motion.
7. An owner, occupant or tenant shall not leave a remote con troll for the garage gate in a parked vehicle at any time.
8. Electric scooters may be parked in the garage provided they do not interfere with regular traffic lanes.

II Parking Stalls & Lockers

1. When an owner, occupant or tenant fails to comply with a notification from Council or the Strata Manager to clean up oil or other substances which have leaked onto the floor of a parking stall, Council shall have the area(s) cleaned and shall assess the owner with the total cost.
2. Parking stalls and lockers shall not under any circumstances be used for storing combustibles.
3. The use of parking stalls and lockers is granted exclusively to an owner, occupant or tenant and shall not be assigned to others except as provided in Bylaw 29 (4).
4. Additional parking stalls and lockers may be rented when available by making an application to Council.
5. Council shall rent lockers based on a rate of 0.60 cents per square foot per month payable annually in advance.
6. Rental fees for parking stalls shall be based on a rate of \$300.00 per year and shall be payable in advance either annually or quarterly.

III SECURITY

1. Council shall cause a Key Registry to be established for the purpose of recording to whom keys were issued and the name, address and telephone number of any third party to whom such keys may have been given.
2. Failure to provide information for the key Registry or failure to keep the information current will result in a fine of \$50.00 being assessed by Council.
3. An owner, occupant or tenant shall immediately notify Council member or the Resident Manager of any lost or stolen building key or garage entry remote control.
4. During a move-in or move-out a building must be secured.

IV. CLUBHOUSE

1. No smoking is permitted in the Clubhouse.
2. Guests parking on the property may only park in authorized visitor stalls in the garage.
3. Private use of the Clubhouse shall not extend beyond 11 P.M.
4. Clean-up after private use shall be completed by 9 A.M. the following morning.
5. All entrances shall be kept clear in compliance with fire regulations.
6. No animals shall be permitted in the Clubhouse except authorized working dogs.
7. An owner using the Clubhouse for a private affair must ensure that the exercise facilities and the loft are not used or disturbed in any way
8. An owner shall be present in person during private use.

V WORKSHOP

1. Persons using the workshop are required to clean up after themselves.
 2. Under no circumstances are tools to be removed from the shop.
 3. Use of the workshop is restricted to owners, occupants or tenants.
- N.B. Persons Using The Workshop Do So At Their Own Risk.**

VI EXERCISE EQUIPMENT AND RECREATIONAL FACILITIES

1. Use of exercise equipment and recreational facilities is restricted to owners, occupants and tenants,
2. Minors shall not use the exercise equipment and recreational facilities unless accompanied and supervised by an owner, occupant or tenant.

N.B. Persons Using The Exercise Equipment & Recreational Facilities Do So At Their Own Risk.

VII FINES

- 1. Council shall give written notice prior to levying a fine for a breach of the Rules.**
- 2. A person in receipt of notice concerning a fine shall have the right to make a submission to Council in his/her own defence either in writing or in person. A submission in person can only be made by prior arrangement with Council.**
- 3. Except as otherwise provided in the Act, Regulations, Bylaws and these Rules, the Strata Council may fine an owner twenty-five dollars (\$25.00) for a first contravention of the Rules and \$50.00 for a second and subsequent contravention of the same Rule.**
- 4. Notwithstanding the foregoing, Council may fine an owner \$50.00 for failure to provide information concerning the issuance of keys to third parties.**
- 5. A person in receipt of notice concerning a fine shall have the right to make a submission to Council in his/her own defence either in writing or in person.**

VIII NOTICE BOARD RULE

The Notice Boards in Buildings A,B,C,D,E and the Clubhouse are for Council use only and they must not be used by Owners, Occupants, Tenants or Visitors unless prior Council Permission in writing has been obtained.

Southwynd – LMS 1107

Move In-Out Procedures

In order to facilitate a smooth move in or move out at Southwynd and to ensure that residents of the complex are not unduly disturbed by your move, please adhere to the following advisory.

Contact the Resident Manager, Florian Mitoi at 604-760-5743 between 7:30 a.m. and 4:30 p.m. at least 24 hours prior to the move. The R.M. will then arrange for the placement of protective pads in the elevator and for access to the elevator key.

Elevator Etiquette:

- Do not allow movers to load the elevator unless protective pads are in place. Contact the Resident Manager if elevators pads are not in place.
- Use the elevator key to lock the elevator **only when loading and unloading.**
- **Unlock the elevator as soon as unloaded.** Many residents are physically unable to use the stairways and are dependent on the elevator.
- **Keep elevator loading/unloading time to a minimum.** Load or unload from and to a foyer, i.e., take goods from the van or your apartment to the foyer and only load the elevator when you have a full load; unload into the foyer quickly and free up the elevator until you are ready with the next load.

Security:

- It is essential that proper security be maintained when the doors to a building are propped open to facilitate movement of possessions.
- Arrange with the R.M. to have someone who knows the residents of a building sit at the open door to guard against unauthorized entry.

Moving Times:

- Move in/move out times are from **8:00 a.m. to 5:00 p.m.** Monday through Saturday.
- **No moves on Sunday.**

Moving Van/Truck Parking:

- The Surrey Fire Marshal requires that a traffic lane be kept open to allow for the passage of an Ambulance and/or Fire Truck.
- Ensure that movers do not block off the fire lanes in front of a building.
- It is also neighbourly to allow for access for the Handy Dart to pick up and drop off residents who no longer drive.

Moving Boxes:

Ensure that the movers remove all boxes when they leave. Flatten corrugated cardboard boxes before placing in the green Recycling Bin in the garage near gate #1 i.e. by the first garage gate on the left as you enter Southwynd grounds.

- Place packing paper in the Blue Bins. (See below).

Recycling bins:

- There are sets of three Blue Bins (with wheels) in the garage in the vicinity of each building. Each Blue Bin is marked to indicate its use.

Bin #1 is for mixed paper only

Bin #2 is for Newspapers and Newsprint flyers only.

Bin #3 is for recyclables such as cleaned glass, cans and plastic containers marked on the bottom with numbers 1, 2, 4 or 5.

- Please rinse containers to prevent bacteria growth and foul smells.
- **No broken window glass, ceramics, styrofoam, plastic egg cartons, milk or juice paper cartons, light bulbs, lids off plastic bottles, paper bags.** This type of waste goes into the domestic garbage bins located in rooms close by the door that leads from each building to the garage area.

Garbage Pickup:

- Domestic garbage bins are taken out Monday evening for pickup on Tuesday morning. **Take down garbage by 3 p.m. Monday or hold until the next evening.**
- The Blue Bins are taken out Sunday evening (except on long week-ends) for pick up on Monday. Please take recyclables down by 3:00 p.m. Sunday or hold until the next day.
- The Green Bin for cardboard is picked up every second Tuesday. Check to see if the Green bin is in place before taking cardboard material to the garage for disposal.

Vehicle Parking:

- The loading zones (with grey painted curbs) at ground level are for pick up or dropping off purposes only. Violators are liable to be towed.
- Tradesmen working for a resident may park above ground in loading zones but they must place a note on the dashboard that identifies the building and suite number where they can be contacted in case of an emergency.
- **There is no parking anywhere along side yellow painted curbs! These area are designated fire lane!**
- **There is no visitor parking above ground.** Visitors **MUST** park in the garage. If you are staying overnight, you **MUST** display an Overnight Parking Form on the dash of your

vehicle. This form identifies the building and suite where you can be contacted in case of an emergency.

- Overnight Parking Forms are available in the garage area near the entry gates.

Owners Emergency Contact Form:

- Emergencies occur at the most unexpected times. It is in the resident's best interest to identify a contact who can be called, if and when an emergency occurs.
- Please submit a completed Emergency Contact Form to the RM (as required by Bylaw 4 sub section 3) as soon as possible.

Revised: August 11, 2011